

SECTION SIX - RESOURCES

NONPROFIT ASSISTANCE ORGANIZATIONS{PRIVATE }

The department provides the following resources to help associations choose available services and expert advice for assistance with legislative oversight, workshop sponsorship, educational programs, insurance advice, fundraising techniques, board member training, volunteer recognition programs, and so forth.

To avoid conflict of interest issues, inclusion of an agency on this list does not imply endorsement of its services by the department; nor does exclusion of an agency by the department reflect on the contribution made by its service.

Associations, as independent corporate entities, may establish a relationship with any assistance organization.

Council Of Better Business Bureaus (CBBB)

The Philanthropic Advisory Service (PAS) of the Council of Better Business Bureaus (CBBB) publishes a variety of brochures that may assist board officers of cooperating associations. One of the CBBB brochures is entitled "Standards for Charitable Solicitations," which lists recommended practices for organizations that solicit for charitable purposes. The CBBB Standards address an organization's accountability to the public, use of funds, solicitations and informational materials, fund-raising practices, and governance. In general, the CBBB Standards call for:

- at least half of the charity's total income to be spent on programs;

- no more than half of the charity's total income to be spent on administrative and fund-raising costs;

- at least half of public contributions to be spent on programs; and

- no more than 35% of contributions to be spent on fund-raising.

The CBBB, in applying these standards, considers special circumstances that might make a charity's expenses reasonable even though they do not meet the percentage guidelines. For example, a new organization understandably will have a higher fund-raising cost than an established organization.

This brochure can be obtained by writing Philanthropic Advisory Service, Council of Better Business Bureaus, Dept. 023, Washington, D.C. 20042-0023; for local information and assistance, contact the Better Business Bureau in your area.

The Foundation Center

The Foundation Center is an independent national service organization established by foundations to provide information on private philanthropic giving. For information on this organization and its affiliate regional centers in California, contact The Foundation Center, 312 Sutter Street, Room 312, San Francisco, CA 94108.

Assistance Organizations

Associations may combine their efforts into an "assistance" organization to represent all member associations. The "assistance" organization will in no way infringe on the independence or management of each association. The purpose of an assistance organization is to:

Represent the views of member associations to the director of the State Department of Parks and Recreation, and all other interested entities.

Represent member associations seeking legal advice on matters affecting associations.

Serve as a "broker" (when requested) to secure loans.

Represent member associations to provide group insurance, retirement plans, and other benefits to association employees.

Work with the State Department of Parks and Recreation to plan and produce conferences, workshops, and other training opportunities relating to cooperating associations.

Fund special recognition awards for volunteers and associations.

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The following are a sample of the resources available:

California Association of Nonprofits (CAN)
P.O. Box 1478
Santa Cruz, CA 95061-1478

Consortium for Human Services, Inc.
c/o California Planners and Consultants
559 N. San Pedro Street
San Jose, CA 95110

League of California State Park
Nonprofit Organizations (LCSPNO)
650 Mills Road
Sacramento, CA 95864

The National Volunteer Center
111 N. 19th Street, Suite 500
Arlington, VA 22209

Nonprofit Resource and Support Center
of Southern California
4901 Morena Boulevard, Suite 125
San Diego, CA 92117

Nonprofit Resource Center for
Inland and Northern California
P.O. Box 2036
Sacramento, CA 95812-2036

Nonprofits of Insurance Alliance
of California (NIAC)
P.O. Box 8485
Santa Cruz, CA 95061-8485

Southern California Center
for Nonprofit Management
1052 W. 6th Street, #500
Los Angeles, CA 90017-2059

United Way Board Bank & Board Member Training
For the nearest training center
contact the Sacramento United Way Office
P.O. Box 2036
Sacramento, CA 95812-2036

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NONPROFIT REFERENCES

The following resources are by no means a complete listing. There is an entire career field in association management, complete with national and statewide clearinghouses, professional organizations, college curricula, a wealth of literature, and consultation and training services. The following list of nonprofit literature is to point out that there is no need to "reinvent the wheel" with so many resources available at a local library or bookstore.

Associations are encouraged to take advantage of locally provided training opportunities to provide face-to-face orientation for board officers, and for association program enhancement.

Attorney General's Guide for Charities
California Attorney General's Office
October - 1988

Advising California Nonprofit Corporations - 1984
and Supplement - June 1989
California Continuing Education of the Bar
The Regents of the University of California, Berkeley

The Board Member's Book
Brian O'Connell
The Foundation Center, NY 1985

California Nonprofit Corporation Handbook - 5th Edition
Anthony A. Mancuso
Nolo Press, CA 1989

Tax-Exempt Status for Your Organization
Department of the Treasury
Internal Revenue Service
Publication 557 - Revised, October 1988